



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

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LISA M. GARRETT
DIRECTOR OF PERSONNEL

March 5, 2013

To: All Department Heads

From: Lisa M. Garrett
Director of Personnel

Subject: **TAKE OUR DAUGHTERS AND SONS TO WORK DAY – APRIL 16, 2013**

On February 5, 2013, upon motion of Supervisor Michael D. Antonovich, the Board of Supervisors proclaimed April 16, 2013 as "Take Our Daughters and Sons to Work Day" throughout the County of Los Angeles. The County will join more than three million organizations and workplaces across the nation to support the program's mission of developing "innovative strategies to empower boys and girls to overcome social barriers to reach their full potential." This program also offers the County the opportunity to impart an appreciation for government service in this generation of youth.

As stated in the attached Statement of Proceedings, Department Heads are encouraged to participate in the program by creating plans for their departments and forwarding these plans to me for informational purposes only. Please forward your plans by April 9, 2013. Additionally, the Board requests that you encourage all of your employees to take a girl and/or boy, between the ages of nine and 16, to work on April 16, 2013. See attached memorandum from William T Fujioka regarding the scheduling of this event. The March 15, 2013 pay warrant has been reserved by the Department of Auditor-Controller to notify all employees.

To assist you in organizing program activities for "Take Our Daughters and Sons to Work Day," please direct your staff to the Take Our Daughters and Sons to Work Foundation's website at <http://www.daughtersandsonstowork.org>. This site contains an instruction guide about the program, how to get started, activities and resources for workplace coordinators. The theme for 2013 is "Work In Progress."

Should you have any questions or need additional assistance, please contact me at (213) 974-2406 or Ann Gomez, Human Resources Analyst, of my staff, at (213) 974-2423.

LMG:SKT:SA
CDW:AG:lh

Attachments

c: Each Supervisor
Deputy Chief Executive Officers
Chief Deputies
Administrative Deputies
Departmental Human Resources Managers

To Enrich Lives Through Effective and Caring Service